

# Police and Fire Commission Meeting

August 1, 2016

6:30 p.m.

River Falls City Hall  
Council Chambers  
222 Lewis Street  
River Falls, WI

**Police**

**Fire**

## **POLICE & FIRE COMMISSION MEETING**

**August 1, 2016 @ 6:30 p.m.**

River Falls City Hall

Council Chambers

222 Lewis Street

River Falls, WI

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***NOTE: OFFICIAL ACTION MAY BE TAKEN ON ANY AGENDA ITEM***

### **Agenda**

Call Meeting to Order

Roll Call

Approval of Minutes: June 6, 2016

#### **Police Department**

- 1) Action on Grade Step for Patrol Officer Chris Kober from A-AA (effective August 6, 2016)
- 2) Action on Grade Step for Patrol Officer Travis Rudesill from C-B (effective August 22, 2016)
- 3) Request to hire Trevor Ross as a Police Reserve Officer
- 4) Request to hire Grace Hagestad as a Police Reserve Officer

#### **Fire Department**

- 5) All Company Business Meeting Agenda – August 1, 2016
- 6) June Run Volume
- 7) July Run Volume
- 8) Activities & Highlights
- 9) Questions

Adjournment

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*If you have a need for a sign language interpreter or other special accommodations, please contact the Americans with Disabilities (ADA) Coordinator at 425-0900; Telecommunications Device for the Deaf (TDD) at 425-0930 at least 48 hours before the meeting.*

***Posted: 7/27/16 at 1 p.m.***



**RIVER FALLS  
POLICE DEPARTMENT**

Office of the Chief of Police  
125 East Elm Street  
River Falls, WI 54022  
715.425.0909

**To:** Scot Simpson, City Administrator  
**From:** Gordon Young, Chief of Police  
**Date:** July 5, 2016  
**Re:** Public Safety Monthly Report for June of 2016

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**Police Department**

**Personnel**

- During the month of June Sgt. Denton Anderson has been interviewing candidates for the open reserve officer position.

**Training**

- June 4<sup>th</sup> – June 18<sup>th</sup> – Military Training - Ofc. Bleskey
- June 9<sup>th</sup> – Stolen item validation training - Sgt. Bangert
- June 15<sup>th</sup> – ERU Training – Sgt. Anderson and Ofc. Moore
- June 15<sup>th</sup> – 17<sup>th</sup> – Law Enforcement Administrative Professionals Conference – Ailene Splittgerber

**Miscellaneous**

- June 4<sup>th</sup> – Sgt. Anderson conducted a crime prevention meeting for Neighborhood Watch members within the community.

**Fire Department**

**Run Volume**

- For June 2016, we responded to a total of 17 fire calls, which compares to 20 calls for the same period last year. Year to date is: 2016 – 105 calls; 2015 – 143 calls.

**Activities/Highlights**

- On Saturday, June 18th, RFFD participated in Touch a Truck at the High School. Participants were able to check out our ladder truck, try on firefighter gear and spray water from our wildland fire water tanks.
- Members prepped for River Falls Days. A new event this year is children's water ball fights.
- Chief Nelson and Asst. Chief Mike Moody worked with the Police Chief Young to establish standards for occupancy limits and monitoring for bars during River Falls Days.

## Call Breakdown

**Incident Type Report (Summary)**  
**From 06/01/16 To 06/30/16**  
**Report Printed On: 07/05/2016**

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
<b>1 Fire</b>						
Passenger vehicle fire (131)	1	5.88%	\$500.00	\$0.00	\$500.00	16.67%
Outside rubbish fire, other (150)	1	5.88%	\$0.00	\$0.00	\$0.00	0.00%
	2	11.76%	\$500.00	\$0.00	\$500.00	16.67%
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>						
Excessive heat, scorch burns with no ignition (251)	1	5.88%	\$2,500.00	\$0.00	\$2,500.00	83.33%
	1	5.88%	\$2,500.00	\$0.00	\$2,500.00	83.33%
<b>3 Rescue &amp; Emergency Medical Service Incident</b>						
Motor vehicle accident with injuries (322)	3	17.65%	\$0.00	\$0.00	\$0.00	0.00%
Search for person on land (341)	1	5.88%	\$0.00	\$0.00	\$0.00	0.00%
	4	23.53%	\$0.00	\$0.00	\$0.00	0.00%
<b>4 Hazardous Condition (No Fire)</b>						
Carbon monoxide incident (424)	2	11.76%	\$0.00	\$0.00	\$0.00	0.00%
Vehicle accident, general cleanup (463)	1	5.88%	\$0.00	\$0.00	\$0.00	0.00%
	3	17.64%	\$0.00	\$0.00	\$0.00	0.00%
<b>6 Good Intent Call</b>						
Dispatched and cancelled en route (611)	1	5.88%	\$0.00	\$0.00	\$0.00	0.00%
No incident found on arrival at dispatch address (622)	1	5.88%	\$0.00	\$0.00	\$0.00	0.00%
	2	11.76%	\$0.00	\$0.00	\$0.00	0.00%
<b>7 False Alarm &amp; False Call</b>						
Malicious, mischievous false call, other (710)	1	5.88%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation due to malfunction (733)	1	5.88%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system sounded due to malfunction (735)	1	5.88%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation, no fire - unintentional (743)	1	5.88%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system activation, no fire - unintentional (745)	1	5.88%	\$0.00	\$0.00	\$0.00	0.00%
	5	29.40%	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Incident Count:</b>	<b>17</b>			<b>Total Est. Loss:</b>	<b>\$3,000.00</b>	

## EMS

### Personnel

- We are currently interviewing for additional Paid On Call and Casual positions.
- We've hired 2 new casual paramedics, Holly Mitchell and Caleb Ketchens and we're extending offers to a part time EMT and a PPC.
- The Training Officer position has been filled, however, he will not begin work until he receives his Wisconsin license.

### Highlight of Thank You Notes

- We would like to thank Dick Rinehart and Dick's Fresh Market for donating the food for Touch a Truck. We also like to thank them for the in-house fundraiser they held for us the week leading up to the event. All proceeds from the concession stand at Touch a Truck were donated to EMS for our new Med Bags. Because of their generosity, we raised over \$1,200!
- We would also like to thank the Pepsi Corporation of Eau Claire and Best Maid Cookie Company for the donations of drinks and dessert for the concession stand.

### Vehicle/Equipment/Building Update

- We have begun the specifications process for the next ambulance replacement.

### Miscellaneous Information to Share

- We ran the concession stand for Touch A Truck this year and it was a complete success! We had our Bobcat UTV, Medic 8 and an Ambulance for the kids to explore.
- Several in our department participated in the Special Olympics/Law Enforcement Torch Run.
- We also hosted two Basic First Aid for Kids presentation and trainings for third through fifth graders. They learned about types of injuries, bandaging, and had an overview of CPR and the use of AED's.
- Our department also participated in the Grand Rounds Presentation at River Falls Area Hospital where recent trauma cases were reviewed and discussed.
- We are starting recruitment for the upcoming EMT class in the fall.
- Our director toured the new high school in Prescott, set to open in August of this year.
- Along with River Falls Area Hospital, we hosted the National EMS Memorial Bike Ride for the Midwest Region. NEMSMBR Rides to memorialize and celebrate the lives of those who serve every day, those who have become sick or injured while performing their duties, and those who have died in the line of duty. Many of the families of our fallen were able to come and be honored

### Upcoming events that our department is involved in:

- River Falls Days – July 7th – 10th
- Kinni Off Road Cyclists – July 23rd and 24th

## **POLICE & FIRE COMMISSION MEETING MINUTES**

**June 6, 2016 @ 6:30 p.m.**

River Falls City Hall  
Council Chambers  
222 Lewis Street  
River Falls, WI

Call Meeting to Order 6:32 p.m.  
Commission Members Present:

Carole Mottaz, Dan Vande Yacht, Jean Wespetal, Gary Donath and  
Mark Sams

Also Present: Gordon Young, Scott Nelson, Julie Bergstrom

### **Police Department**

Approval of Minutes: Regular Meeting Minutes from May 2, 2016 (Correction to Agenda)

**MSC Vande Yacht/Wespetal to approve the May 2, 2016 Regular Meeting Minutes as read. Unanimous.**

- 1) Hiring of Ryan Bleskey puts Police Department above 23 officers Julie has approved but was put in motion prior to Chief Young's hiring. Bleskey was sent to recruit as a reserve officer. Decision made with City Administrator Simpson, Deputy City Administrator Bergstrom & then Acting Chief Jon Aubart to send him through academy while receiving Reserve Officer pay as he was a high quality candidate. He is now employed at full time salary with no benefits as a temporary full-time officer in hopes that an opening within a year with an opening due to retirement. Further background was given on Officer Bleskey.
- 2) Update on hiring of Tricia Traynor, Police Services Specialist who filled the vacancy due to Ailene's promotion to Police Services Specialist Supervisor. Educational, employment and personal background given.
- 3) Resignation of Reserve Officers. Jamie Lennartson (effective April 5, 2016), Brian Sweeney (effective March 30, 2016), Jennifer Solorio (effective March 1, 2016) and Elizabeth Berres (effective January 28, 2016).  
**MSC Wespetal/Vande Yacht to accept the resignation of Police Reserve Officers on the above stated dates. Unanimous.**
- 4) Update on Reserve Officer Hiring.  
Sgt. Anderson in charge of reserve officer process. Testing was completed on May 23. The scoring & ranking of reserve officer testing will happen this week. Full allowed staffing for Reserves is at 21 while optimally we would have 14-15. We currently have eight (8) now. We are moving this process along to get them paired up with a training officer for the upcoming River Falls Days.
- 5) Police Week Recap.  
Chief Young expressed thanks to the Police & Fire Commission for the box of cookies. Other items received were police officer thank you treat bags for each officer by Officer Kober's boys Brock and Owen, a large bag of cookies, handmade cards and visit from Jacob's Ladder Preschool class, a box of donuts and rolls from Chamber of Commerce and dessert and appreciation note from Sgt. Bangert's family. Chief expressed gratitude to all for the appreciation.

6) Recognition for Officer Chris Gottfredsen.

Mottaz wanted to officially recognize Officer Gottfredsen for being the recipient of the White Night Award, which is an award given to a person outside the school district who does something outstanding for students. Gratitude was also expressed to Officer Gottfredsen for coordinating the school patrol picnic.

7) CIT Training.

Mottaz inquired about CIT training and did not see anything recent for our officers' training. She suggested the department look into obtaining CIT training for our officers. Chief will bring information on training received by our officers to the next meeting.

8) Active Shooter Information Session.

Discussion regarding the informational tabletop demo to a local business that Sgt. Anderson recently led at their request. When asked if the police department would welcome the opportunity to present this topic to other companies, Chief Young agreed.

### **Fire Department**

1) Run Volume.

Continue to have some slow months but kept busy. May 2016 run volume: responded to a total of 22 fire calls, which compares to 29 calls for the same period last year. Year to date is: 2016 – 88 calls; 2015 – 123 calls.

2) Training.

206 Union Street building has been used for a few months for training prior to being demolished by City. Training included simulating fire attack, incident command and tactical activities. Training has also been conducted with the inflatable rapid rescue boat.

Chief Nelson attended the Smart Trust seminar with other management personnel from the City. After giving a brief description of the training Chief Nelson stated this Stephen Covey seminar was an excellent training.

3) Activities & Highlights.

Chief Nelson received his five-year employment recognition at the employee recognition luncheon held on May 19.

Chief Nelson is getting word out for January recruitments including having a booth at local festivals. He stated there has been some attrition down from 55 to 40. He is looking to put on class of 10-15.

4) Annual Report.

Chief Nelson stated he is working on his annual report and hopes to have it completed next month.

### **Adjournment**

**Motion to adjourn at 6:55 p.m. MSC Vande Yacht/Donath. Passed.**

Respectfully submitted,

Ailene Splittgerber  
Recording Secretary

EDUCATION  
PREVENTION  
SUPPRESSION

FAMILY  
YOUR EMPLOYMENT  
FIRE DEPARTMENT

**City of River Falls  
Fire Department All Company Training  
August  
Meeting Agenda  
August 1, 2016**

Police and Fire Commission Meeting 1830 hours.

All Company Training Meeting - Call to Order at 2000 hours.

Roll Call:

Approval of the Minutes: All Company Training Meeting  
June 6, 2016.

Secretary/Financial Coordinator Troy Malmer Report:  
July Anniversaries of Gene McKahan and Gary Eloranta with 42  
years of service. August Anniversaries of Paul Cudd with 35 years,  
Pauline Williams with 24 years of service.

**OLD BUSINESS**

1. Any applicable business.
- 2.. River Falls Days Recap.

Fire Department - All Company Training  
Meeting Agenda - August 1, 2016  
Page 2.

**NEW BUSINESS**

1. Any Applicable business.

**COMMITTEE REPORTS**

Administrative Rules:

Standard Operating Guidelines (SOG):

Safety:

Training:

Truck:

Equipment:

Inventory & Testing:

Public Education:

Web Design:

MABAS:

Good of the order

Chief Nelson:

**ADJOURNMENT:**

Note: If you have a need for a sign language interpreter or other special accommodation; please call the Americans with Disabilities (ADD) Coordinator at 425-0900; Telecommunications Device for the deaf (TDD) at 425-0930 at least 48 hours before the meeting.

# EMS Advisory Board Meeting

August 1, 2016

6:45 p.m.

River Falls City Hall  
Council Chambers  
222 Lewis Street  
River Falls, WI

**River Falls Area Ambulance Service**

**EMS ADVISORY BOARD MEETING**

**August 1, 2016 @ 6:45 p.m.**

River Falls City Hall

Council Chambers

222 Lewis Street

River Falls, WI

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***NOTE: OFFICIAL ACTION MAY BE TAKEN ON ANY AGENDA ITEM***

**Agenda**

Call Meeting to Order

Roll Call

Approval of Minutes: June 6, 2016

- 1) Policy Review
- 2) Personnel Update
- 3) Fall EMT Class
- 4) Monthly Report

Adjournment

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***Posted: 7/27/2016 at 1 p.m.***

## EMS ADVISORY BOARD MEETING MINUTES

June 6, 2016 @ 6:45 p.m.

River Falls City Hall

Council Chambers

222 Lewis Street

River Falls, WI

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***NOTE: OFFICIAL ACTION MAY BE TAKEN ON ANY AGENDA ITEM***

Commission Members Present: Carole Mottaz, Dan Vande Yacht, Jean Wespetal, Gary Donath and Mark Sams, Chris Gagne (7:50 p.m.)

Also Present: Jeff Rixmann, Julie Bergstrom

Call Meeting to Order 6:56

Approval of Minutes: May 2, 2016 Sams/Wespetal

- 1) Personnel Update. An offer is out to a candidate for Training Officer to work part time in Prescott. Interviews will be held on Thursday of this week for casual paramedic and EMTs for Prescott. All Pay for Call positions are full. Recruitment has started for EMS Class to be held in August or early September and Rixmann is looking to put six to eight people through this class. Scheduling changes have been implemented. Training officers will take several shifts in Prescott. All need to take one 12-hour shift in Prescott as needed. Director Rixmann stated he is working on getting rid of "us vs them" mentality as there is no division between the 2 locations; it is one service serving both communities.
- 2) EMS week update  
Director Rixmann expressed thanks to the Advisory Board for the cookies. They were gone in about two days.  
Proud to announce 500 third grade students between Prescott & River Falls had learning sessions. The staff liked to get involved. Police Liaison Officer Chris Gottfredsen helped. Director Rixmann discussed the safety training that was very well received by students, schools and parents. This was the first year for this program in the Prescott schools and was well received.
- 3) New Ventilator Demonstration.  
Director Rixmann gave a thorough explanation and demonstration of the new ventilator purchased. Thanks was expressed to Director Rixmann for getting variance to obtain machine.
- 4) River Falls Days Safety Plan.  
An Incident Action Plan Is underway. Director Rixmann and Sgt. Matt Kennett of the police department have been revising the Action plan to have in place for the upcoming River Falls Days celebration. Director Rixmann relied on his experience with drafting the Farm Tech Days Incident Action Plan several years ago. The Board expressed interest in seeing the Plan when completed.
- 5) Director Rixmann shared Monthly Report numbers. Between the 2015 and 2016 data to date, the EMS Service is 54 calls behind last year. With current call volume that could easily be made up in a week as

some days they respond to 16 calls per day. Director Rixmann indicated that inter-facility transfers and standbys have increased due to some more fire calls. 911 call volume is down.

- 6) June 8 EMS will have representatives for the Law Enforcement Torch Run Fundraiser supporting Special Olympics. An ambulance will also follow behind the bike riders that will be led by a squad car.
- 7) June 18 EMS will be at the biannual Touch a Truck event. This year the fundraising goes to the River Falls EMS service. Dick's Fresh Market will donate 100% proceeds for the concessions fundraiser as well as doing an internal fundraiser for the EMS service.
- 8) Thurs June 30 – National EMS Memorial Bike Ride, which normally goes through coastal areas of the country, will be coming through River Falls. It starts in Chicago and ending in Woodbury and will be stopping at the River Falls Area Hospital for lunch June 30. They will be honoring several local individuals this year's bike ride. After lunch the riders will bike by EMS Hall. EMS will bring family members of the honorees to the finale.
- 9) Both St. Croix & Pierce County Dispatch Centers utilize IM Responding software which sends notifications of calls to cell phones before the radio dispatch is made. The notifications use Google Mapping so there are some issues with routes and GPS is not always reliable especially in and near Prescott.
- 10) Annual Report Presentation. Director Rixmann gave a presentation of the annual report as given to rural towns and Prescott City Council. It covered information about the district served, mutual aid and interfacility transfers, cost and reimbursables rate as well as many other aspects of the EMS Service. Director Rixmann expressed his thanks to the Commission for their support through the years and to the City for their support to all emergency service providers. The Commission in turn gave thanks to Rixmann for his leadership.
- 11) Gagne explained his late arrival due to a special Utilities meeting.

Next meeting will be in August unless a special meeting is required in July.

**Motion to adjourn at 8:14 p.m. MSC Wespetal/Sams. Passed.**

Respectfully submitted,

Ailene Splittgerber  
Recording Secretary